

MINUTES –REGULAR SCHOOL BOARD MEETING – DECEMBER 9, 2008, AT 6:30 P.M. IN THE BOARDROOM

1. Pledge of Allegiance

2. Call to Order

The Los Alamos School Board held a Regular School Board meeting on Tuesday, December 9, 2008, at 6:30 P.M. in the Boardroom. President Steve Girrens called the meeting to order at 6:31 P.M.

3. Roll Call

Present: Steve Girrens, President
Joan Ahlers, Vice President
Kenneth Johnson, Secretary
Jody Benson, Member
Alison Beckman, Member
Mary McLeod, Interim Superintendent
Kate Thomas, Assistant Superintendent
John Wolfe, Director of Business Services
Cathy McAnally, Recording Secretary

4. Recognition by the Board

The Chamisa Singers Choir performed for the Board led by Kim LeTellier, Chamisa music teacher.

The Board recognized Los Alamos High School student, Benjamin E. Dozier, who received the College Board State AP Scholar Award based on his outstanding performance on the Advanced Placement Exams. Benjamin is one of two New Mexico students to receive this honor and among 106 students nationwide to receive this honor.

5a. Report from High School Student Council

The high school Student Council did not make a report.

5b. Public Comment

The Regular November Board meeting was scheduled on the first Tuesday in November instead of the second Tuesday of the month, which was a national holiday. Ellen Mills noted that the meeting was held on election night and requested that meetings not be held on election nights.

6. Consent Agenda Items

6.1 Approval of Agenda

Ms. Benson made a **MOTION** to approve the agenda as amended by changing 8.2 and 8.1. The **MOTION** passed unanimously.

6.2 Approval of Minutes – Special School Board Meeting on November 17, 2008 and Special School Board Meeting and Work Session on November 20, 2008

Ms. Ahlers made a **MOTION** to approve the minutes of the Special School Board meeting of November 17, 2008, and the Special School Board meeting and Work Session of November 20, 2008, as amended by Ms. Beckman. The **MOTION** passed unanimously.

6.3 Ratification of November Cash Disbursements

Ms. Ahlers made a **MOTION** to ratify the November 2008 cash disbursements. The **MOTION** passed unanimously.

7. Presentations and Recommendations of the Superintendent

8. Information for the Board

8.1 Superintendent Search

Mr. Girrens introduced Mr. Lee Pasquarella, President of Cascade Consulting. The Board has contracted with Cascade Consulting, a search firm, to provide services for the Superintendent search. Mr. Pasquarella shared an example of the type of brochure his company will develop for Los Alamos Public Schools. Mr. Pasquarella told the group that in the past 18 years, he has worked with many school districts with characteristics similar to Los Alamos Public Schools. He discussed two basic characteristics of his firm including:

- The belief that leadership counts both in the classroom and at the district level
- The belief that as every person has a personality; every school district has a personality or culture and attention must be paid to that personality and culture and be matched to the characteristic of the candidates

He also pointed to a series of successes in his career, which include placements of employees with longer tenure than average including one person with 17 years of tenure, three people with 10 or more years of tenure and the vast majority of placements with five to eight years of tenure.

Mr. Pasquarella outlined the search process, which has begun with the development of recruitment criteria. During his visit to Los Alamos, Mr. Pasquarella will meet with many constituents in the district including School Board members, administrators, teachers and other staff members. He will provide the Board with a report summarizing his interviews. This Board may edit or modify this document that may be used for several purposes including:

- To tell the internal constituents that the search firm and the Board have heard what they have to say
- To tell a broader group of constituents, the community, what the district is looking for in a Superintendent
- To tell candidates about the community, school district and what they are looking for and what they can expect when they get to Los Alamos

Next, Mr. Pasquarella discussed the recruitment process, which will take place for approximately one month. His firm will take a very active approach in recruiting candidates in a variety of ways. This process will be followed by a review of all of the candidates by Mr. Pasquarella to determine which candidates would be the best fit for the district. Mr. Pasquarella will personally conduct initial interviews with candidates and assess personality characteristics that have been identified. Then, the School Board would select the finalist who will be invited to come to Los Alamos.

Finally, Mr. Pasquarella provided the Board with a proposed timeline that included a final decision between the end of March or mid-April. Mr. Pasquarella also discussed the candidate's visits to Los Alamos, which might include a reception or dinner that would not include speeches or question and answer sessions but rather include a more social setting type of event. He also confirmed that the Board will not be using a Screening Committee this year but will incorporate all of the work done by the Screening Committee last year.

8.2 November Journal Entry Report

Mr. Wolfe presented a report on the November Journal Entries to comply with audit requirements.

8.3 Trinity Development Project/20-Year Facilities Renewal Plan

The Board will meet in Executive Session tomorrow evening with the district's attorney to review the final Trinity Development documents.

Dr. McLeod reported that the Bond Committee has planned to hold a phone-a-thon on two evenings during the third week in January to contact parents to remind them to vote in the election. The committee continues setting up tables at school and community events, developing informational brochures and mailings to the community regarding the upcoming bond election. The Bond Committee will meet again on January 5th at 5 P.M. in the boardroom.

8.4 Ethical Use of Technology – New Agreement

Mr. Obermeyer reviewed the changes to 6144R to comply with the New Mexico Administrative Code and Federal Rules of Procedure. Board members suggested several changes, which will be reviewed by the administration and brought back to the Board. Mr. Obermeyer also reviewed the new document on e-mail user agreement, which requires the signature of everyone with a school e-mail account. Board members requested that the administration review the wording under the violation section for students of this regulation and bring it back for further discussion.

8.5 IRS 403B Law Change

Mr. Wolfe explained that due to new, very complex IRS regulations, providers of 403B must now share information. The district has an agreement with a third party to coordinate this sharing of information. Several providers of the 403B plans have opted not to participate. Mr. Wolfe will notify district employees, as well as, previous employees who participate in these plans, of the changes. Contributions to groups who no longer participate will stop effective January 1, 2009.

9. Unfinished Business

10. Board Requested Discussion or Action

10.1 Board Action Items

Ms. Thomas responded to questions regarding the district's policies and regulations on hazing. The Board members indicated a need to insure that the district clearly outlined the process for students, parents and staff to report incidents.

9. The Board also discussed changes to the Board meeting's agenda to combine #7 Presentations and Recommendations of the Superintendent and Information Items, which will require a change to Board Bylaw 9341.

11. Future Business

11.1 Executive School Board Session, December 10, 2008, 6:00 P.M.

11.2 Special School Board Meeting, December 16, 2008, 6:30 P.M.

11.3 Special Joint School Board/County Council Meeting, December 16, 2008, 7:00 P.M.

12. Adjournment

Mr. Girrens adjourned the meeting at 8:28 P.M.

Draft Prepared and Respectfully Submitted
on Wednesday, December 10, 2008

Cathy McAnally, Recording Secretary

Approved:

Attested:

President

Secretary